

# YOUTH SERVICES POLICY

<b>Title:</b> Consultation with Colleges and Universities <b>Next Annual Review Date:</b> 08/14/2014	<b>Type:</b> D. Community Based Services <b>Sub Type:</b> 10. Supervision <b>Number:</b> D.10.23
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<b>References:</b> ACA Standard 2-7019 (Juvenile Probation and Aftercare Services)	
<b>STATUS: Approved</b>	
<b>Approved By:</b> Mary L. Livers, Deputy Secretary	<b>Date of Approval:</b> 12/03/2011

## I. AUTHORITY:

Deputy Secretary of Youth Services as contained in La. R.S. 36:405. Deviation from this policy must be approved by the Deputy Secretary.

## II. PURPOSE:

To establish procedures for a designated liaison to maintain contact with local institutions of higher learning.

## III. APPLICABILITY:

Deputy Assistant Secretary - Community-Based Services, Probation and Parole Regional Managers/Juvenile and employees of CBS

## IV. DEFINITIONS:

**Community- Based Services (CBS)** - formerly known as the Division of Youth Services, including the regional probation and parole offices located throughout the state.

**Regional Managers** - managers of the CBS offices located throughout the state.

## V. POLICY:

CBS shall make reasonable efforts to initiate and maintain contacts with local colleges and universities.

## VI. PROCEDURES:

- A. Each CBS Regional Manager shall designate a staff liaison to initiate contact with local colleges and universities. Contacts can prove beneficial to both CBS and the university by utilizing the resources each has available.

CBS may use the university resources:

1. For training and staff development;
2. To incorporate faculty and student expertise in program development;  
and
3. To expand its pool of volunteers.

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CBS may offer:

1. Guest lecturers for criminal justice classes;
  2. Statistical data for research; and
  3. A place for student internships and practicums.
- B. The liaison shall establish and maintain a file for each college and university in the region. Contacts shall be documented and all correspondence shall be maintained in the file.
- C. When CBS is advised of a workshop or seminar sponsored by the college or university which is relevant to our mission, the information shall be shared with other CBS Regional Managers.
- D. Regional Managers are authorized to develop additional procedures necessary to implement this policy.

**Previous Regulation/Policy Number:** DYS 10.23

**Previous Effective Date:** 04/24/95

**Attachments/References:**